

Online and Walk-in Registration*

Online and Walk-in registration for Costa Mesa residents begins
December 3, 2012 at activenet.active.com/costamesarec

Open registration begins **December 10, 2012**

Walk In*

►NCC: M-Th; 8 am - 6 pm
Fri, 8 am - 5 pm

►DRC: M-Fri; 8 am - 6 pm

►City Hall: M-F; 8 am - 4 pm

Mail In*

Check/Money Order payable to:
City of Costa Mesa

Mail to:

Registration Recreation Svcs.
P.O. Box 1200
Costa Mesa, CA 92628-1200

Waiver

I agree to waive and release the City of Costa Mesa, its officers, agents, employees, and volunteers, from and against any claims, cost, liabilities, expenses or judgments, including attorney's fees and court cost arising out of my participating in CITY'S PROGRAMS or any illness or injury resulting therefrom, and hereby agree to indemnify and hold harmless the CITY from and against any and all claims, except for illness and injury resulting directly from gross negligence or willful misconduct on the part of CITY or its employees.

I hereby consent to the treatment and all medical care deemed necessary as a result of accident or injury. I further agree to pay any and all cost incurred as a result of said treatment.

Participants in programs are subject to being photographed and such photographs may be used to publicize future city programs, and understand I will not receive any compensation for such use.

If your child has been the subject of discipline/suspension/expulsion in any recreational programs; then the City reserves the right to immediately unenroll a child who has had this history and exhibits disruptive conduct.

The City of Costa Mesa Recreation Division "Civility Conduct Policy" provides a safe, friendly and comfortable environment for our participants and staff to recreate together by "treating others as you want to be treated". I understand as a participant and/or my children as a participant who violates the "Civility Conduct Policy" and depending on the severity the following actions will apply: verbal warning; immediate removal from a program/event; denied future participation.

As part of our commitment to the "Americans with Disabilities Act" and our participants, are there any special accommodations needed for your participation in the above mentioned activities? ☐ Yes ☐ No

If Yes, please explain: _____

Please note that we cannot know to provide reasonable accommodation unless specified by you.

Mandatory Signature _____

Date: _____

REGISTRATION WILL NOT BE PROCESSED UNLESS WAIVER IS SIGNED

Please Print and Fill Out Completely

MAIN CONTACT

Returning participants - Check if address or phone number(s) changed. ☐

Adult Name: First _____ Last: _____ DOB: _____

Address: _____ City: _____ Zip: _____

Phone: Primary (_____) _____ Secondary: (_____) _____ Other: (_____) _____

E-mail Address: _____ Adult Date of Birth: ____/____/____

(This info will be used solely to communicate information regarding City programs, events and activities and will not be made available to any other entity)

*Enclose a stamped, self-addressed envelope to receive a receipt, otherwise your receipt will be e-mailed.

Participant Information Please list separately each participant and the class information requested:

	NAME	BIRTH DATE	M/F	CLASS NAME	CLASS #	START DATE	FEE
	EXAMPLE: Bradley Smith	1/31/74	M	Dog Obedience	146	2/15/13	\$ 75.00
1.							\$
2.							\$
3.							\$
4.							\$

**OFFICE
USE ONLY**

Date Received: _____

Time Received: _____

Entered By: _____

Date Entered: _____

Receipt #: _____

Total of Activity fees \$

Non-residents (number of classes x \$5) \$

Tax-deductible donation to Costa Mesa Community Foundation \$

Total Paid \$

☐ Cash ☐ Check #: _____ Make your Check/Money Order payable to: "City of Costa Mesa"

☐ Money Order ☐ Credit Card (All Major Credit Cards) CC Security Code: _____

Credit Card Holder Name: _____ Exp. Date: _____

CREDIT CARD NUMBER

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General Policies

1. Refund request must be made two (2) business days after the first class meeting, with the exception of workshops (classes that are 3 weeks or less) which must be made 24 hours prior to start of class. A \$5 (refund) and \$3 (transfer) fee will be charged per class. Specific program refund policy may vary.
2. If class is cancelled by the department, participant will be notified and a full refund will be processed. Please allow 3 - 4 weeks for refunds
3. A service charge will be required on all returned checks.
4. **Registration will not be taken at class.**
5. All classes/programs are subject to cancellation or change.